

Project Manager

Join our growing team working to build stronger communities in Appalachia! Fahe is on a mission to eliminate persistent poverty. Our unique collaborative model connects a Network of local, regional, and national leaders, all working together to uplift our nation's rural places. Since our inception in 1980, the Fahe Network has served more than 535,000 people, made \$784.8 million in direct investments, and achieved a total cumulative financial impact of over a billion dollars in Appalachia.

Job Summary:

This position is responsible for improving Fahe's "boots on the ground" strategy in Central Appalachia by becoming a regional resource for Fahe's various members and partners. This position will seek opportunities for collaboration that coincides with Fahe's mission in the region through innovative new projects and practices. The position will work across Fahe departments to become knowledgeable and confident in the representation of Fahe's multiple public-facing lines of business.

The ideal candidate would be located in Hazard, Kentucky or surrounding areas.

Essential Duties and Functions:

- Believe in and work toward Fahe's mission of eliminating persistent poverty in Appalachia
- Administer grant awards through Fahe to various members and partners, including Fahe's 2016 POWER Initiative program Appalachia HEAT Squad.
- Create new relationships with potential partners, while maintaining and building upon existing relationships with Fahe partners/members
- Use these relationships to find new opportunity for Fahe's various lines of business, including Strategic Programs, Just Choice Lending, and Community Lending Services
- Be familiar with local government functions and structure, including county Fiscal Court and City Councils/Board of Commissioners
- Coordinate with the Advocacy Department to build relationships with members of the Kentucky State General Assembly who represent Central Appalachia
- Assist Fahe's Membership Department by attending state caucus meetings
- Be responsive and willing to advocate for Fahe's expertise and resources when encountering a problem being addressed by community leaders
- Perform other duties as necessary

Requirements for this position include:

- Bachelor's Degree and at least two years' experience in community development, nonprofits, marketing, or related fields
- Experience and skill in working together in new, innovative areas
- Strong written and oral communication skills
- Able to work independently with multiple deadlines for various projects
- Proficiency with Microsoft Word, Excel, and PowerPoint
- Willingness to travel multiple days per week

Preferred Education and Experience:

- Direct experience working with federally administered grants
- Experience and interest in networking with community stakeholders and government officials at the state and local level
- Strong preference for individuals living in the eastern Kentucky/Central Appalachia region

For the past two years, our staff nominated Fahe has one of the top 100 Best Places to Work in Kentucky. Fahe is an Equal Opportunity Employer seeking applicants who can bring diverse viewpoints, experience, talents, and culture to promote our organization's mission of eliminating persistent poverty in Appalachia. We offer a diverse work environment with competitive salaries and excellent benefits. Visit www.fahe.org to learn more about Fahe.

Qualified candidates may submit a resume and cover letter to hr@fahe.org or mail to Fahe/ATTN: Human Resources; 319 Oak Street; Berea, KY 40403.